

**BAPP BOARD OF DIRECTORS MEETING MINUTES  
JUNE 9, 2016 – 10:30 A.M. (C.S.T.)  
PARK PLACE CENTER, SIOUX FALLS, SD**

Sevening called the meeting to order at 10:41 a.m.

In attendance: Mark Bontreger, Nicole Bowen, Amy Hartman, Barb Ohme, Linda Peitz, Diane Sevening and Jill Viedt.

Not in attendance: Terry Brown.

Staff in attendance: Paula Koller and Tina Nelson.

Guests in attendance: Jeff Bratkiewicz, BAPP's General Counsel and Amy Iversen-Pollreis, DSS Deputy Secretary. Justin Pierson, DSS Senior Policy Analyst, participated in the meeting via conference call.

Peitz moved and Ohme seconded a motion to approve the March 3, 2016 Board of Directors meeting minutes. Motion carried by a unanimous vote.

10:45 a.m. Sevening called the meeting into Executive Session pursuant to SDCL 1-25-2(3) to review and discuss confidential and privileged legal matters with the BAPP's General Counsel, Mr. Jeff Bratkiewicz. The matters to be reviewed and discussed include, but not limited to, pending ethical complaints and investigations, regulatory and sensitive internal matters, potential litigation, and legal training and information provided by the State of South Dakota concerning state professional licensing boards.

11:31 a.m. conference call with S.K., W.J., and Mr. Alan Smoot.

Sevening moved the meeting out of Executive Session at 1:12 p.m.

The Board considered the information S.K. disclosed throughout the teleconference (6/9/16) and determined a decision could not be made. Hartman moved and Bontreger seconded a motion requesting the applicant submit additional information. Bratkiewicz will correspond with the applicant's attorney regarding the Board's request. Also, Bratkiewicz will contact the SD Board of Examiners for Counselors and Marriage and Family Therapists, regarding this matter. Viedt abstained. Motion carried by a unanimous vote.

2013-1 Bratkiewicz sent an email to the Board of Examiners for Counselors and Marriage and Family Therapists regarding a local magazine article/advertisement, about an individual whose application for renewal of the BAPP's credential, was denied, based on actions taken against him/her by the SDBCE. Bratkiewicz asked the SDBCE Board of Directors and their legal counsel review the information. Peitz moved and Viedt seconded a motion concurring that, at present, no further action will be taken by the BAPP. Motion carried by a unanimous vote.

2014-4 Upon conclusion of the September Board of Directors meeting, Nelson will send a letter to the subject of the complaint, requesting an update of the pending criminal and civil charges. The administrative office must receive this information, seven days prior to the December Board meeting. Viedt moved and Peitz seconded a motion stipulating if the information is not received by the deadline, the practitioner will not be permitted to renew her/his certification, resulting in a lapsed status. Motion carried by a unanimous vote.

2016-1 Hartman moved and Ohme seconded a motion to dismiss and expunge the complaint. Motion carried by a unanimous vote. Nelson will send letters to the complainant and the credentialed professional.

2016-2 At 9:00 a.m., (6/9/16) Bratkiewicz, Peitz and Nelson met with the credentialed individual to discuss the presenting situation/ethical complaint. The practitioner signed an Order and Stipulation for Voluntary Suspension of his/her status with the BAPP. Bowen moved and Ohme seconded a motion to enter and adopted the Order. The individual agreed to meet with the Board of Directors, at the September meeting, to re-assess the situation. Hartman, Peitz and Viedt abstained. Motion carried by a unanimous vote.

The Board reviewed D.Rose email reporting pending legal action in Rapid City. The BAPP has not received a written complaint regarding this matter. Nelson will send D.Rose a letter reflecting no further action can be taken.

The Board reviewed G.Eagleman's email requesting an exemption of the continuing professional training hours, required for the current renewal cycle. Hartman moved and Viedt seconded a motion to deny the request. Motion carried by a unanimous vote.

Nelson inquired about the process for renewing the annual Agreement for Legal Services. Iversen-Pollreis explained the Board determines the contractual dollar amount and provider, at the March Board of Directors meetings. In May, the BAPP forwards this information to Mr. Pierson, who completes the contract and disseminates appropriately, for signatures.

The Department of Social Services received a nomination (Ellen Hublou) for the open Lay Member position. Iversen-Pollreis will submit her information to the Governor's Office.

Nelson inquired if a BAPP representative is required to participate in the Internal Control Officers Meetings. Iversen-Pollreis indicated she would research the matter and follow up with the administrative office.

Peitz moved and Viedt seconded a motion to approve the financial report. Motion carried by a unanimous vote.

Viedt moved and Bowen seconded a motion to approve the updated identification cards. Motion carried by a unanimous vote.

Peitz moved and Hartman seconded a motion electing Sevensing for President. Motion carried by a unanimous vote.

Peitz moved and Viedt seconded a motion to elect Hartman for Vice-President. Motion carried by a unanimous vote.

Peitz moved and Viedt seconded a motion to elect Bontreger for Secretary / Treasurer. Motion carried by a unanimous vote.

Peitz indicated her state ID card expires July 1, 2016. Pierson affirmed he would contact BHR, to ensure the Board and administrative staff receive replacement cards.

The Portfolio Review Committee will meet at the BAPP, on July 13, 2016, at 10:00 a.m.

The current policy regarding Approval of Continuing Professional Education/Training reflects, "Time devoted to mealtimes, breaks, exercise, meditation, prayer, etc., will not be considered or included when awarding Continuing Professional Training hours". Nelson inquired whether this pertains to opening / closing prayer, sweat-lodge, drum, meditation, spices as natural medicines, biofeedback, praying the Psalms, Scripture, etc. Bontreger volunteered to work on updating the language/parameters regarding this policy.

Current policy reflects, "Work completed in agencies accredited or recognized through statute by the Division of Behavioral Health or under control and auspices of an equivalent accrediting or sponsoring body is considered work experience meeting the requirements of the BAPP". Bowen moved and Viedt seconded a motion to include the following language in the Standards Manual, 'The burden of proof that an agency is an acceptable work place for meeting the work experience requirement, lies with the applicant'. Motion carried by a unanimous vote.

Discussion will resume at the September Board meeting, to determine whether language will be included in the Standards Manual, prohibiting Addiction Counselor Trainees (ACT), from independent practice.

Sevensing reported NAADAC's updated Code of Ethics should be available in October 2016.

Pierson indicated he would email BHR regarding completion/availability of the 'new Board member training' and report his findings at the September meeting.

Peitz moved and Hartman seconded a motion to adjourn the meeting at 3:50 p.m. Motion carried by a unanimous vote.

Respectfully Submitted.  
Tina M. Nelson